GDA Reporting Update

National Geospatial Advisory Committee Meeting
December 6, 2022

GDA Reporting Subcommittee

Membership:

- Mark Meade (Chair), Chad Baker (Vice-Chair), Lynn Dupont, Bobbi Lenczowski, Cy Smith, Gary Thompson

Subcommittee Role:

- Work with FGDC OS staff & NGAC leadership to plan and coordinate NGAC's submission of comments as part of the GDA reporting process

- Identify areas of focus for NGAC review and assess the utility of the reports

- Collect/synthesize NGAC's comments on the GDA reports

- Document and communicate lessons learned and recommendations for improving the process for future reports.

FY 2021 GDA Reports - NGAC Review & Comment

Focus areas for NGAC comments on FY 2021 GDA Report Summary:

1. **Positive elements**
   - What was successful in the initial GDA report summary?
2. **Areas needing improvement**
   - What areas need improvement?
3. **Recommendations for future reports**
   - What can FGDC do to improve future versions of the GDA annual report summaries?

ACTION: NGAC Comments adopted at the May 2022 NGAC Meeting:

https://www.fgdc.gov/ngac/meetings/may-2022/ngac-paper-ngac-comments-on-fy-2021-fgdc-summary.pdf

- FGDC discussed NGAC comments with GDA working group and NGDA Theme leads
- FGDC team reviewed NGAC comments as plans for FY 2022 GDA reports were developed
- FGDC team has documented responses to NGAC comments in spreadsheet distributed to NGAC GDA Reporting Subcommittee

FGDC Responses to NGAC Comments on FY2021 GDA Summary Report FINAL

NGAC Comment	Report Section	Report area	Positives, Improvements, or Recommendations	Type of Change/Suggestion	NGAC Comment (Original)	FGDC Comment (Consolidated/Summarized)
3.1.1	1.0 Introduction		Areas Needing Improvement	Report Format	Future reports should begin with an Executive Summary that addresses the health of the national geospatial program relative to the GDA reporting requirements, rather than a description of the reporting process. As the reports evolve, the process will become boilerplate and will no longer need to be featured at the front in the report.	This is a helpful comment and the suggestion makes sense. FGDC is currently developing the template for the FY2022 report and will look to incorporate this suggestion into the Summary Report.
3.1.2	1.1 - 1.4 Introduction		Areas Needing Improvement	Report Format	1.1 through 1.4 should be an appendix to the report, rather than part of the report itself. Having these sections at the beginning of the report can derail readers before they get to the key part of the report.	This is a helpful comment and the suggestion makes sense. FGDC is currently developing the template for the FY2022 report and will look to incorporate this suggestion into the Summary Report.
3.2.1	Table 1 Table 1		Areas Needing Improvement	Reporting Agencies	Additional agencies with geospatial responsibilities, such as the Environmental Protection Agency (EPA), should be included in the reporting requirements as both a Covered Agency and Lead Covered Agency. This recommendation was also made last year, but the EPA is still not described in the GDA as a covered agency.	The GDA defines covered agencies and the EPA is not included. Congressional action would be required as FGDC does not have the authority to designate additional covered agencies.
3.2.2	Table 1 Table 1		Areas Needing Improvement	Report Format	Footnote 3 appears twice at the bottom of page 3.	Comment noted, will address in future reports.
3.3.1	Table 2/3 Table 3	CA Table 2 / LCA	Areas Needing Improvement	Additional summary explanation	The results in Table 2 and Table 3 should be expanded upon by descriptive or summary information discussing progress. The report should include highlights of achievements, progress toward goals, and deficiencies reported out by agencies with related explanations.	FGDC will work to include additional descriptive and summary information in future reports in an executive summary. FGDC has updated the FY 2022 template to include an optional opportunity for agencies to "briefly highlight a key achievement in making progress towards meeting GDA requirements or advancing geospatial activities. This submission will be considered for use in the upcoming FGDC Summary Report or the Report to Congress. Please note that this achievement may have already been highlighted in your Brief Summaries or your optional 2-page PDF submission."
3.3.2	CA Summary	General Comments	Areas Needing Improvement	Self-Assessment Approach	Even when reading actual report submissions, it is unclear how the change in self-assessment rating is determined. It would be helpful to understand the circumstances and rationale behind changes in self-assessment ratings.	The self-assessment rating is currently based on a key that is included in the final agency reports. We will work to make a more clear explanation of the self-assessment process in future reports. The noted change in the self-assessment rating is based on the previous year's annual report.
3.4.1	Overall	General Comments	Areas Needing Improvement	Self-Assessment Approach	The agencies' self-assessment approaches need to be better explained and better documented.	Agency self-assessments are currently based on responses to the suite of questions included in the final agency reports. Agencies also provide brief summaries for each requirement as described above. It would be helpful to receive specific recommendations from NGAC for improvements that may help explain or document agency achievements.

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FY 2022 GDA Covered Agency (CA) Reporting

- Essentially no change in GDA reporting from FY2020 through FY2022
- Survey, Report Templates and Dashboards are all based on Sec. 2808(a) (1)-(13)
- FY2021 CA responses are prepopulated in the FY2022 survey to allow easy updating for FY2022 Report

FY 2020 & FY 2021	FY 2022
Suite of questions used to assess compliance with each requirement	Same
13 Self-assessments based on Common Keys	Same
13 Brief Summaries of actions and accomplishments for each requirement	Same
Optional 1-2 page PDF for highlights - Supplement FGDC Report to Congress, support feedback process with the NGAC, or provide context to OIG findings	Same optional PDF **NEW:** Option to Highlight a Key GDA Related Achievement for your Agency - Will ease generation of Summary Report & RTC

FY 2022 Lead Covered Agency (LCA) Theme Reporting

- 18 NGDA Data Themes
- Survey, Report Templates and Dashboards are all based on Sec. 2805(b)(3)
- As per the GDA definition of NGDA Data Theme, annual reports focus reporting on core geospatial datasets within themes
- Reporting focused on establishing a common framework for reporting agency work to meet GDA requirements
  - Strategic and implementation plan under development providing high level goals, objections and actions aligned to NSDI Strategic Plan and cross-walked to GDA
  - Streamlined implementation action reporting template for tracking and future annual reporting

FY 2022 REPORTS AND REPORT TO CONGRESS 2023- DRAFT TIMELINE

2022 Covered Agency & Lead Covered Agency Annual Report Timeline			Draft Timeline		
				Start Date (Monday)	Due Date (Friday)
Deliverable	**Activity**	**Actions**	**Timeframe**		
Update Templates and Surveys & Testing	**Update FY2022 Template and Survey**	GDA WG and Theme Leads need to review and modify FY2021 template for any major revisions.	7.5 weeks	17-Aug	14-Oct
		Update Survey 123; Refresh Accounts for SAOGI and Agency POCs	15 weeks	1-Aug	10-Nov
	SC Approval of Draft FY2021 Template	Approval of Word template by Steering Committee (in parallel with survey development)	2 weeks	24-Oct	4-Nov
	Survey Testing & Training	Agency testing and training for Survey123.	2 weeks	14-Nov	25-Nov
Finalize Agency Reports & Dashboards	**Agencies generate final draft CA Reports using Survey123**	Distribute spreadsheet with Survey123 Questions and response options for agency use in survey preparation	4.5 weeks	31-Oct	30-Nov
		Agency POCs populate CA & LCA report surveys and receive auto generated draft report for use in agency review. Agency POCs can make changes and obtain updated drafts through survey close date. **Report content is final at survey close: January 13**	7 weeks	28-Nov	13-Jan
	FGDC OS Generates Final Draft CA Report	FGDC OS finalizes CA & LCA Reports based on final draft from survey output.	3 weeks	16-Jan	3-Feb
GDA Summary Reports	**FGDC OS Generates Summary Report**	FGDC OS generates the Annual Summary Report	3 weeks	6-Feb	24-Feb
	NGAC / FGDC Review and Comment Process	FGDC OS: Distribute Summary Report to SC & NGAC. End date: Comments due from NGAC	7 weeks	27-Feb	14-Apr
		FGDC and Agencies Respond to any requested NGAC Comments	3 weeks	17-Apr	5-May
Report to Congress 2023	**Finalize RTC**	FGDC OS Incorporates Summary Reports and Comments into RTC, FGDC OS finalizes RTC Draft	4 weeks	8-May	2-Jun
		Final approval of RTC by the Steering Committee	2 weeks	5-Jun	16-Jun
		FGDC OS Finalizes RTC 2023	2 weeks	19-Jun	30-Jun

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GDA Report to Congress 2023

Report to Congress 2023	Finalize RTC	FGDC OS Incorporates Summary Reports and Comments into RTC, FGDC OS finalizes RTC Draft	4 weeks	8-May	2-Jun
		Final approval of RTC by the Steering Committee	2 weeks	5-Jun	16-Jun
		FGDC OS Finalizes RTC 2023	2 weeks	19-Jun	30-Jun

2023 Report to Congress will include:

-Summary and highlights from FY2021 & FY2022 GDA annual reports

-Key GDA-related agency achievements

-NGAC comments and recommendations

-Key FGDC messages for Congressional Committees

FY 22/23 Subcommittee Key Tasks

1. **Continued focus on core NGAC responsibility:**

   Review/provide comments on FY 2022 GDA Annual Report Summary

2. **Additional subcommittee task:**

   Consider multiple factors (FGDC covered agency and NGDA reports, Inspector General GDA audits, COGO NSDI assessments, NSGIC geospatial maturity assessments, etc.) and develop high-level advice and recommendations on how FGDC might streamline GDA reporting, align with other assessment activities, and provide useful, impactful performance information

GDA Reporting – FY 22/23 Activities

Phase 1

- Coordinate and conduct review of FGDC Summary of the Geospatial Data Act Annual Reports.
- Create comment table
- Distribute report and comment table to all reviewers.
- Summarize comments received in narrative and comment resolution table formats.
- Generate "NGAC Comments on FY 2022 FGDC Summary of GDA Annual Reports" and deliver to full NGAC membership.

GDA Reporting – FY 22/23 Activities

Phase 2

Conduct assessment of GDA reporting requirements and products looking for enhancement opportunities.

- Review last cycle NGAC comments and Inspector General reports to gain understanding of what is being asked of reporting agencies and what they are currently providing
- Develop synthesis approach and submit request to FGDC to provide information about specific reporting requirements, cost to create, stakeholders, and estimates of utilization of reporting information
- Conduct an assessment regarding how to improve the value and impact of what is reported by making information more useful and remove items of low value
- Assess opportunities for reporting agencies to utilize a "Report once, use numerous times" approach through streamlining of similar reporting requirements
- Assess value and feasibility of different reporting mechanisms (e.g., written report vs. static dashboard vs. dynamic dashboard)
- Create recommendation report and vet with full NGAC
- Submit report to FGDC

GDA Reporting – FY 22/23 Activities

Deliverables

Phase 1:
- FGDC Summary of the Geospatial Data Act Annual Reports Comments
  - Recommendations summary memo and comment table
- Final Version NGAC Comments on FY 2022 FGDC Summary of GDA Annual Reports

Phase 2:
- Reporting Assessment and Recommendations document

GDA Reporting – FY 22/23 Milestones

Name	Date
Subcommittee Kick-Off meeting	July 22, 2022
Subcommittee Meeting	August 23, 2022
September 2022 NGAC Meeting and subcommittee status report	**September 7-8, 2022**
Cursory Review IG Audit Report and Review of Last Cycle Annual Report NGAC Comments	October 2022
Subcommittee Meeting	November 10, 2022
December 2022 NGAC Meeting and subcommittee status report	**December 6-7, 2022**
Develop and Implement Reporting Synthesis Approach	December 2022 - January 2023
Subcommittee Meeting(s)	TBD
Conduct Reporting Value Improvement Assessment	January - February 2023
Conduct Reporting Vehicle Assessment	February 2023
FGDC Summary Report Review Begins	February 27, 2023
Review Comments Due	March 14, 2023
Recommendations Summary Memo Presentation to NGAC for Approval	March 31, 2023
Create Draft Reporting Assessment and Recommendations document and vet with NGAC	March 2023
Draft NGAC Comments provided by Subcommittee to full NGAC	April 7, 2023
Spring 2023 NGAC Meeting – NGAC Comments on FY 2022 GDA Report adopted by NGAC	**April 11-12, 2023**
Subcommittee Meeting(s)	TBD
Submit Reporting Assessment and Recommendations document to FGDC	June 30, 2023

Discussion Item

1. Does NGAC membership agree there is value in the Phase 2 tasks? Do members have process feedback?